



2014 Summer Internship Announcement

May 15, 2014 – August 15, 2014

20 Hours per week

Unpaid Position

Chesterfield County is currently seeking qualified candidates for an internship opportunity in the Chesterfield County Public Libraries. The Chesterfield County Public Library consists of the Central Library, eight branch libraries and several specialized services including public law library services, local history services and small business support centers. As a dynamic agency of county government, the Library's role is to provide the community a place for arts, culture and information by providing services that help the customer transform data and information into usable knowledge.

Position Description: Performs all aspects of summer reading program, including talking with children, awarding incentives, and maintaining records of progress. Prepares and performs age-appropriate story times. Collects, records, and reports statistics; maintains summer reading material supplies; and assists with other summer programs, as well as general library duties.

Summary of Qualifications: Candidates must be enrolled as undergraduate juniors, seniors, or those in a graduate program, and have a minimum grade point average (GPA) of 2.8. General knowledge of children's literature required. Must have an ability to use children's literature in creative ways for story times and programs; to interact and communicate with children, teenagers, and adults in a pleasant and effective manner; to plan and organize daily work and special projects; and to work independently. Problem solving skills, creativity, initiative, and enthusiasm are required. Successful completion of a fingerprint-based criminal history check and pre-employment drug screen required.

For consideration of this opportunity, candidates must fulfill the application requirements, listed on our website at www.chesterfield.gov/internships, by March 14, 2014.

Chesterfield County is an Equal Employment Opportunity employer.